

APPENDIX C
ENTITY DEFINITIONS

NPDMS DATA DICTIONARY
Entity Definitions

ENTITY: ABANDONED OR OTHER UNCLAIMED PROPERTY

ENTITY ABBREVIATION: UNCLMD

ENTITY DEFINITION: "Abandoned or other unclaimed property" means personal property that is found on premises owned or leased by the Government and which is subject to the filing of a claim by the former owner(s) within 3 years from the vesting of title in the United States (Ref: FPMR 41 CFR Ch. 101-48.001-1).

ENTITY: AGENT

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

ENTITY DEFINITION: The NASA Installation or their Agent, authorized by the GSA to conduct the sale of Surplus Property.

ENTITY: COMPONENT SYSTEM PROPERTY

ENTITY ABBREVIATION: CMPNT

ENTITY DEFINITION: Component System Property is a collection of personal property items, designed and operated to accomplish specific functions, that undergo reutilization screening as a single entity (e.g., ADP equipment or 'matched pair' calibrated electronic equipment).

ENTITY: CONTRACTOR

ENTITY ABBREVIATION: CNTRCTR

ENTITY DEFINITION: A supplier of goods or services purchased through the NASA procurement process and that is contractually responsible to NASA for government furnished property.

ENTITY: DEFENSE REUTILIZATION AND MARKETING OFFICE

ENTITY ABBREVIATION: DRMO

ENTITY DEFINITION: A Department of Defense facility to which NASA Excess Property can be transferred to for further processing (e.g., demilitarization, precious metals reclamation).

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ENTITY: EXCHANGE/SALE PROPERTY

ENTITY ABBREVIATION: EXCHNGSL

ENTITY DEFINITION: Used NASA personal property still needed to perform the duties of the agency, which is replaced with similar new property. Exchange/Sale property may be transferred to another organization within a center, to another NASA center, or to another Federal Agency, with a reimbursement of fair market value returned to NASA to offset the procurement cost of new replacement personal property. Exchange/Sale property can also be exchanged (traded-in) to a vendor when procuring similar new property. The reduction in procurement cost associated with the exchange is the trade-in value of the old used personal property. Exchange/Sale property that is not transferred or exchanged may be sold by GSA or NASA with the sale proceeds returned to NASA to offset the procurement cost of new replacement personal property.

ENTITY: FEDERAL AGENCY

ENTITY ABBREVIATION: AGENCY

ENTITY DEFINITION: "Federal Agency" means any executive agency or any establishment in the legislative or judicial branch of the Government (except the Senate, the House of Representatives, and the Architect of the Capital and any activities under his direction).

ENTITY: GENERAL SERVICES ADMINISTRATION

ENTITY ABBREVIATION: GSA

ENTITY DEFINITION: "GSA" means the General Service Administration, acting by or through the Administrator of General Services, a designated official to whom functions under FPMR 41 CFR Chapter 101 have been delegated by the Administrator of General Services. The General Services Administration establishes policy and provides for the Government an economical and efficient system for the management of its property and records, including construction and operation of buildings, procurement and distribution of supplies, utilization and disposal of property, transportation, traffic, and communications management, and management of the Government-wide automatic data processing resources program. This is the federal agency to which NASA Installations report all specified classes of equipment for screening, reutilization, sale or donation.

ENTITY: IDLE NASA PROPERTY

ENTITY ABBREVIATION: PROP

ENTITY DEFINITION: This is personal property owned by NASA that is no longer needed by the Program Office that acquired the property or the custodian and is made available for reutilization, can be expended to Scrap/Salvage, can be determined Lost,

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Abandoned or Destroyed, can be staged in a NASA Warehouse Facility, may be Exchanged/Sold for replacement, or may be donated.

ENTITY: INITIATOR

ENTITY ABBREVIATION: INTR

ENTITY DEFINITION: This is an individual who reports Installation Idle Property to the Property Disposal Officer.

ENTITY: INSTALLATION IDLE ADPE REPORTABLE PROPERTY

ENTITY ABBREVIATION: ADPEPROP

ENTITY DEFINITION: This is Controlled and Non-controlled Automated Data Processing Equipment (ADPE) reported with a Federal Supply Classification (FSC) group code of '70' and current acquisition cost of one million dollars or more and is less than 9 years old that is immediately reported to the GSA at the time of an Add for concurrent screening.

ENTITY: INSTALLATION IDLE CONTROLLED PROPERTY

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

ENTITY DEFINITION: This is NASA Equipment Management System (NEMS) tracked Installation Controlled (NEMS-tagged) Property reported by the Property Custodian as Idle Property.

ENTITY: INSTALLATION IDLE NON-CONTROLLED PROPERTY

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

ENTITY DEFINITION: This is Non-controlled (Non-NEMS tagged) personal property reported as Installation Idle Property by a Property Custodian or Initiator.

ENTITY: INSTALLATION IDLE PROPERTY

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

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ENTITY DEFINITION: Personal Property accountable to an Installation and determined unnecessary to the needs and discharge of the holding organization and, therefore, reported to the Property Disposal Officer for reutilization or disposal in accordance with established Agency policy. Installation Idle Property is Idle NASA Property that consists of Installation Idle ADPE Reportable, Installation Idle Controlled Property and Installation Idle Non-Controlled Property. Property enters Idle Property status and begins the internal NASA screening process. Through the NASA Screening Catalog, Installation Idle Property is made available for reutilization on-site or transfer to other NASA Installations. Select items are available for direct transfer to other Federal Agencies without prior GSA approval. Installation Idle ADPE Reportable is immediately reported to the GSA for concurrent screening.

ENTITY: INSTALLATION IDLE SUPPLY PROPERTY

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

ENTITY DEFINITION: Materials Inventory Items determined unnecessary to the needs of NASA Stock Systems (i.e., NSMS, KIMS, ALS) and reported as Installation Idle Supply Property.

ENTITY: LOST/ABANDONED/DESTROYED

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

ENTITY DEFINITION: This is Idle NASA Property which, through physical inventory, is determined by the Property Disposal Officer to be Lost, Abandoned or Destroyed.

ENTITY: NASA EQUIPMENT MANAGEMENT SYSTEM

ENTITY ABBREVIATION: NEMS

ENTITY DEFINITION: This is a standard agency-wide equipment management system designed to track information and activity pertaining to NASA's controlled equipment, following the procedures outlined in *NASA Equipment Management Manual (NHB4200.1B)*.

ENTITY: NASA EXCESS PROPERTY

ENTITY ABBREVIATION: EXCSPROP

ENTITY DEFINITION: This is Idle NASA Personal Property that has completed NASA Installation screening and been reported to GSA without being reutilized or transferred. At this time, the property enters NASA Excess Property Status and the property begins the other federal agency screening process. For NASA Installation's reporting to

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GSA, Excess Property can be transferred to all Federal Agencies with GSA approval. If not reported to GSA, Excess Property is transferred to the DRMO. Ref: 41 CFR 101.43 and DoD 4160.21-M.

ENTITY: NASA HEADQUARTERS

ENTITY ABBREVIATION: HQ

ENTITY DEFINITION: Those collective NASA organizational elements which are responsible for managing agency-wide programs and functions and are located in Washington DC.

ENTITY: NASA INSTALLATION

ENTITY ABBREVIATION: INST

ENTITY DEFINITION: Those NASA field installations responsible for implementing and maintaining agency programs and functions.

ENTITY: NASA PERSONAL PROPERTY

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

ENTITY DEFINITION: NASA "Personal property" means any property, except real property, records of the Federal Government, and naval vessels of the following categories: battleships, cruisers, aircraft carriers, destroyers, and submarines.

ENTITY: NASA SUB-INSTALLATION

ENTITY ABBREVIATION: SUBINST

ENTITY DEFINITION: Those NASA/NASA Contractor organizations that are separated from the parent NASA installation to which they are assigned.

ENTITY: NASA SUPPLY MANAGEMENT SYSTEM

ENTITY ABBREVIATION: NSMS

ENTITY DEFINITION: A standard agency-wide supply information management system designed to assist NASA Supply and Equipment Management Officers in reporting

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and maintaining control over materials handled in the day-to-day operations of NASA Installations.

ENTITY: NPDMS WAREHOUSE FACILITY

ENTITY ABBREVIATION: WRHS

ENTITY DEFINITION: This is a secure building where Idle NASA Property can be staged for reutilization, transfer, donation, sale or disposal.

ENTITY: PROPERTY CUSTODIAN

ENTITY ABBREVIATION: CSTDN

ENTITY DEFINITION: This is an individual organizationally responsible for all controlled equipment assigned to a designated property management area.

ENTITY: PROPERTY DISPOSAL OFFICER

ENTITY ABBREVIATION: PDO

ENTITY DEFINITION: This is the official appointed by the Installation Director responsible for managing the installation's screening, redistribution, and property disposal functions.

ENTITY: REPORTS

ENTITY ABBREVIATION: RPT

ENTITY DEFINITION: Several types of standard reports, and Ad Hoc queries and reports. Standard reports are categorized into GSA Reporting, DRMO reporting, NEMS interface, NASA forms, NSMS interface, and other statistical reporting. Ad Hoc queries and reports allow the user the on-line capability to view data and produce reports pertaining to both active and historical property disposal data.

ENTITY: REQUESTOR

ENTITY ABBREVIATION: RQSTR

ENTITY DEFINITION: An individual representing a federal agency, state agency or non-profit group who initiates a request to acquire or have donated Idle NASA Personal Property. For NPDMS purposes a donation recipient ("Donee") means a service

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educational activity; a State political subdivision, municipality, or tax-supported institution acting on behalf of a public airport; a public agency using surplus personal property in carrying out or promoting for the residents of a given political area one or more public purposes, such as conservation, economic development, education, parks and recreation, public health, and public safety; an eligible nonprofit tax-exempt educational or public health institution or organization; the American National Red Cross; a public body; an eleemosynary institution; or any State or local government agency, and any nonprofit organization or institution, which receives funds appropriated for programs or older individuals under the Older Americans Act of 1965, as amended, under title IV or title XX of the Social Security Act, or under title VIII and X of the Economic Opportunity Act of 1964 and the Community Services Block Grant Act.

ENTITY: SCRAP/SALVAGE

ENTITY ABBREVIATION: * THERE ARE NO ATTRIBUTES DIRECTLY ASSOCIATED WITH THIS ENTITY.

ENTITY DEFINITION: "Scrap " means personal property that has no value except for its basic material content. Conversely, " Salvage" means personal property having value greater than its basic material content but which is in such condition that it has no reasonable prospect of use for any purpose as a unit (either by the holding or other Federal Agency), and its repair or rehabilitation for use as a unit is clearly impracticable. Repairs or rehabilitation estimated to cost in excess of 65 percent of acquisition cost would be considered "clearly impracticable" for purposes of this definition (ref: 41 CFR 101-43.001-28 and 29).

ENTITY: SURPLUS PROPERTY

ENTITY ABBREVIATION: SRPLSPROP

ENTITY DEFINITION: "Surplus Personal Property" means any excess personal property not required for the needs and the discharge of the responsibilities of all Federal Agencies, as determined by the Administrator of General Services. Personal property still unutilized after all screening has been accomplished is to be disposed of in accordance with 41 CFR 101.44 and 101.45.

ENTITY: SYSTEM

ENTITY ABBREVIATION: SYS

ENTITY DEFINITION: Automated system specific data that accomplishes a group of tasks such as control breaks, record counts, date and time stamps, etc., which are relatively independent of other assigned tasks and are transparent to the user.